



## City of Wichita Falls City Council Agenda

Glenn Barham, Mayor  
Michael Smith, At Large  
Stephen Santellana, District 1  
DeAndrea Chenault, District 2  
Brian Hooker, District 3  
Tim Ingle, District 4  
Tom Quintero, District 5



Darron Leiker, City Manager  
Kinley Heggland, City Attorney  
Tracy Norr, City Clerk

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**Notice Of Regular Meeting Of The Mayor And City Council Of The City Of Wichita Falls, Texas, To Be Held In The City Council Chambers, Memorial Auditorium, 1300 Seventh Street, Tuesday, March 15, 2016 Beginning At 8:30 A.M.**

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### Item #

1. Call to Order
2. (a) Invocation: Tommy Free, Pastor  
Lamar Baptist Church  
  
(b) Pledge of Allegiance
3. Presentations  
(a) Proclamation – Absolutely Incredible Kids Day, Camp Fire North Texas
4. Comments from the public to members of the city council concerning items that are not on the city council agenda. People wishing to address the council should sign up prior to the meeting commencing. A five minute time frame will be adhered to for those addressing their concerns.

### CONSENT AGENDA

5. Approval of minutes of the March 1, 2016 Regular Meeting of the Mayor and City Council.
6. Resolution to approve Change Order No. 1 for the 2015 CDBG Waterline Replacement Project for a Deduct of \$27,765.70
7. Receive Minutes
  - (a) Firefighters and Police Officers' Civil Service Commission, January 26, 2016
  - (b) Landmark Commission, January 26, 2016

- (c) Wichita Falls Park Board, January 28, 2016
- (d) Wichita Falls Economic Development Corporation, February 4, 2016

## REGULAR AGENDA

- 8. Resolutions
  - (a) Resolution authorizing a twenty percent increase of the annual lease amount on 10 Lake Arrowhead leases with review dates in 2016 for an additional period of five years with the next review dates in 2021
  - (b) Resolution authorizing the transfer of ownership of Trustee property at 710 Dallas Street to Habitat for Humanity for the construction of low to moderate income housing and to authorize the City Manager to execute the deed
  - (c) Resolution supporting an application to the 4B Sales Tax Corporation Board for partial funding of the matching fund requirements for two federally funded mobility projects received through the Transportation Alternatives Program known as the Pedestrian Improvement Project Along Kemp Boulevard from Midwestern Parkway to Southwest Parkway, and the Hike and Bike Trail Project from Wichita Bluff Park to Loop 11
  - (d) Resolution authorizing award of bid for the City's estimated annual requirement ready mix concrete and flowable fill to OK Concrete Company in the amount of \$410,075.00
- 9. Other Council Matters
  - (a) Staff Reports
  - (b) Items of concern to members of the City Council
- 10. Appointment/Reappointment to the Landmark Commission
- 11. Appointments to the Water Resources Commission
- 12. Adjourn

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**Wheelchair or handicapped accessibility to the meeting is possible by using the handicapped parking spaces and ramp located off the east parking lot on the 6th Street entrance nearest the Council chambers. There are additional handicapped parking spaces and ramp on 7<sup>th</sup> Street at the main building entrance. Spanish language interpreters, deaf interpreters, Braille copies or any other special needs will be provided to any person requesting a special service with at least 24 hours notice. Please call the City Clerk's Office at 761-7409. Wireless Listening System devices are available at the City Manager's reception area or you may call 761-7404 for inquiries.**

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Every item on this agenda shall be considered a public hearing. Regardless of the agenda heading under which any item is listed, any word or phrase of any item listed on this agenda shall be considered a subject for consideration for purposes of the Texas Open Meetings Act and other relevant law, and City Council may deliberate and vote upon any such subject and resolutions related thereto. Resolutions, ordinances, and other actions concerning any word, phrase, or other subject may be voted upon, regardless of any language of limitation found in this agenda or any document referring to such action. Any penal ordinance, development regulation or charter provision of the City of Wichita Falls or item which is funded by the current or next proposed City of Wichita Falls budget, including, without limitation, any street, water pipe, sewer, drainage structure, department, employee, contract or real property interest of the City of Wichita Falls, may be discussed and deliberated, and the subject is hereby defined as such without further notice. Any item on this agenda may be discussed in executive session if authorized by Texas law regardless of whether any item is listed under "Executive Sessions" of this agenda, regardless of any past or current practice of the City Council. Executive sessions described generally hereunder may include consideration of any item otherwise listed on the agenda plus any subject specified in the executive session notice. Executive sessions described generally hereunder are closed meetings, may include consideration of any item otherwise listed on the agenda plus any subject specified in the executive session notice, and may include items under Texas Government Code Sections 551.071, 551.072, 551.073, 551.074, 551.076, 551.084, and/or 551.087.

### CERTIFICATION

I certify that the above notice of meeting was posted on the bulletin board at Memorial Auditorium, Wichita Falls, Texas on the \_\_\_\_\_ day of \_\_\_\_\_, 2016 at \_\_\_\_\_ o'clock (a.m.)(p.m.).

\_\_\_\_\_  
City Clerk

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**CITY COUNCIL AGENDA**  
**March 15, 2016**

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**ITEM/SUBJECT:** Resolution to approve Change Order No. 1 for the 2015 CDBG Waterline Replacement Project for a Deduct of \$27,765.70

**INITIATING DEPT:** Public Works

**COMMENTARY:** On September 15, 2015 City Council awarded the contract for the 2015 CDBG Waterline Replacement Project to Bowles Construction Co. The project installed 6-inch and 8-inch PVC waterlines on N. Lamar Street, E. Wichita Street and Webster Street eliminating old deteriorated 2-inch steel mains that were a continuous maintenance problem and improved the overall reliability of the distribution system in this area.

This Change Order will balance final quantities for the project. The total savings on the project was \$27,765.70.

Staff recommends approval of Change Order No. 1 to the 2015 CDBG Waterline Replacement Project.

☒ **Director, Public Works**

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**ASSOCIATED INFORMATION:** Resolution, Change Order No. 1

☐ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

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**Resolution No. \_\_\_\_\_**

**Resolution to approve Change Order No. 1 for the 2015 CDBG Waterline Replacement Project for a Deduct of \$27,765.70**

WHEREAS, the City of Wichita Falls entered a unit price contract with Bowles Construction Co. with the estimated total cost of \$253,957.00; and,

WHEREAS, Change Order No. 1 will reduce the contract \$27,765.70 for a revised cost of \$226,191.30.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WICHITA FALLS, TEXAS, THAT:

The City Manager is authorized to execute Change Order No. 1 for the 2015 CDBG Waterline Rehabilitation Project in the amount of \$27,765.70,

PASSED AND APPROVED this the 15<sup>th</sup> day of March, 2016.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
City Clerk

CITY OF WICHITA FALLS, TEXAS CONTRACT CHANGE ORDER FORM	CHANGE ORDER NO:	1 - FINAL
	DATE:	2/22/2016
	AMOUNT OF CHANGE	\$ (27,765.70)

PROJECT/CONTRACT: 2015 CDBG Waterline Replacement Project - CWF15-204-01

TO: Bowles Construction Co., this Change Order, after approval by the Owner, will be your  
(Contractor)

authority to make the following changes in the work under your contract:

(This Change Order shall balance final project quantities.)

Description of Changes	Decrease in Contract	Increase in Contract	Total Change in Contract
1. Bid Item 107-TS - Trench Safety System - Deduct 65 LF @ \$1.00/LF for a revised total of 2137 LF	\$ 65.00	\$ -	\$ (65.00)
2. Bid Item 402-R - Pavement Repair - Deduct 394.7 SY @ \$81.00/SY for a revised total of 744.3 SY	\$ 31,970.70	\$ -	\$ (31,970.70)
3. Bid Item 501.15-6 - Install 6" Waterline & Fittings - Add 26 LF @ \$43.00/LF for a revised total of 46 LF	\$ -	\$ 1,118.00	\$ 1,118.00
4. Bid Item 501.15-8 - Install 8" Waterline & Fittings - Add 24 LF @ \$48.00/LF for a revised total of 2206 LF	\$ -	\$ 1,152.00	\$ 1,152.00
5. Bid Item 502.5-TC-6 - Install 6" Transition Coupling - Add 1 EA @ \$700.00/EA for a revised total of 3 EA	\$ -	\$ 700.00	\$ 700.00
6. Bid Item 502.6-6 - Install 6" Gate Valve w/ Box - Add 1 EA @ \$800.00/EA for a revised total of 4 EA	\$ -	\$ 800.00	\$ 800.00
7. Bid Item 502.6-8 - Install 8" Gate Valve w/ Box - Add 1 EA @ \$1100.00/EA for a revised total of 4 EA	\$ -	\$ 1,100.00	\$ 1,100.00
8. Bid Item 502.10-T - Install 3/4" Short Service - Deduct 1 EA @ \$600.00/EA for a revised total of 15 EA	\$ 600.00	\$ -	\$ (600.00)
<b>TOTAL</b>	<b>\$ 32,635.70</b>	<b>\$ 4,870.00</b>	<b>\$ (27,765.70)</b>

AMOUNT OF ORIGINAL CONTRACT: \$ 253,957.00

TOTAL AMOUNT OF THIS CHANGE ORDER: \$ (27,765.70)

TOTAL AMOUNT OF PREVIOUS CHANGE ORDERS: \$ -

CONTRACT AMOUNT TO DATE: \$ 226,191.30

The completion time under your contract will be extended by eighteen N/A days because of this change order making the revised completion date N/A.

Approved By Owner:  
City of Wichita Falls

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Accepted By Contractor:  
Bowles Construction Co.

By: [Signature]

Title: Vice-President

Date: 2/22/16

Recommended By Engineer:  
City of Wichita Falls

By: [Signature]

Title: Project Manager

Date: 3/1/16

**MINUTES OF THE FIRE FIGHTERS AND POLICE OFFICERS'**  
**CIVIL SERVICE COMMISSION**  
**January 26, 2016**

**Present:**

Penny Miller, Chair	§	Commission Members
Laura Fidelie	§	
Jim Heiman	§	
Christi Klyn, Civil Service Director	§	
Julia Vasquez, First Assistant City Attorney	§	
Manuel Borrego, Police Chief	§	
Guy Gilmore, Deputy Police Chief	§	
R. W. Smith, Deputy Police Chief	§	City Attendees
Donald Hughes, Assistant Fire Chief	§	
Karl Lillie, Captain, WFPD	§	
Kevin Folmar, Sergeant, WFPD	§	
Jason Leavelle, Officer, WFPD	§	
Jonathan Lindsey, Officer, WFPD	§	
Deanna Tofte, Officer, WFPD	§	
Alissa Penney, HR Generalist	§	
Linda Merrill, Recording Secretary	§	

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**1. Call to Order**

Commissioner Miller called the meeting to order at 9:02 a.m.

**2. Approval of Minutes**

**Commissioner Heiman moved for approval of the September 2, 2015 minutes. Seconded by Commissioner Fidelie, the motion unanimously carried.**

**3. Review Appeals of the January 14, 2016 Police Sergeant Promotional Exam**

***Question 8, Source page 2, Answer Key C***

Neatly trimmed mustaches will be permitted. Mustaches will extend no further than \_\_\_\_\_ on either side of the mouth and no lower than \_\_\_\_\_. Mustaches will not extend below the top of the upper lip. Handlebar mustaches are not permitted.

- A. One-quarter inch; one-quarter inch below the corner of the mouth.
- B. The outermost point of the lips; one-half inch below the corner of the mouth.
- C. **One-half inch; the corner of the mouth.**
- D. One inch; the corner of the mouth.

***Appealed by Deanna Tofte.*** Officer Tofte said the Manual of Written Directives is for uniformed and plainclothes officers, and civilians. The rules for facial hair vary within the



Department, depending upon the supervisor. This question does not designate to whom it refers. Commissioner Heiman said the description of the mustache narrowed the scope of the question. Officer Tofte disagreed, noting there are different rules in almost every department.

Commissioner Miller noted the appeal asks that more than one answer be accepted. The Commission can (1) grant the appeal, (2) uphold the answer key, or (3) throw out the question. **Commissioner Fidelie moved to uphold the answer key. Seconded by Commissioner Heiman, the motion carried.**

**Question 14, Source page 1144, Answer Key B**

According to the *Transportation Code*, except when travel conditions require the downshifting or use of lower gears to maintain reasonable momentum, a person commits an offense if the person operates, or as an owner knowingly permits another person to operate, a vehicle that emits (1) visible smoke for \_\_\_\_\_ seconds or longer; or (2) visible smoke that remains suspended in the air for \_\_\_\_\_ seconds or longer before fully dissipating.

- A. 60; 60
- B. 10; 10
- C. 30; 60
- D. 20; 20

**Appealed by Deanna Tofte.** Officer Tofte appealed this question because it does not indicate the model year of the vehicle. Prior to 1967, there were no emissions. Commissioner Fidelie asked if there were a significant number of vehicles manufactured prior to 1967. Officer Tofte said she sees them all the time. Commissioner Heiman was concerned that so many examinees gave "C" as the answer; he agreed the question does not state the year of the vehicle.

**Commissioner Fidelie moved to uphold the answer key, noting that it would be unlikely that the assumption would be that the vehicle would have been manufactured prior to 1967. Seconded by Commissioner Heiman, the motion carried.**

**Question 17, Source page 85, Answer Key A**

According to the *Penal Code*, a person commits an offense if he forges a writing with intent to defraud or harm another. An offense under this section is a \_\_\_\_\_ if the writing is or purports to be a will, codicil, deed, deed of trust, mortgage, security instrument, security agreement, credit card, check, authorization to debit an account at a financial institution, or similar sight order for payment of money, contract, release, or other commercial instrument.

- A. State jail felony
- B. Felony of the third degree
- C. Class A misdemeanor
- D. Capital felony

**Appealed by Deanna Tofte.** Officer Tofte said the question does not indicate the age of the victim. If the victim is 65 years of age or older, the offense is a third degree felony. She believes both "A" and "B" are correct answers.

Jonathan Lindsey moved to uphold the answer key. Had that question been about a crime against the elderly, it would have been written as such.



**Commissioner Heiman said it is nearly verbatim from the source material, and he moved to uphold the answer key. Seconded by Commissioner Fidelie, the motion carried.**

***Question 44, Source page 75, Answer Key B***

The advantage of using the same structure for both electronic and paper filing is \_\_\_\_\_.

- A. It reduces the use of paper, saving valuable file space.
- B. You only have to learn one system.**
- C. In your absence, subordinates will know your system.
- D. Both A and B are correct answers.

***Appealed by Jason Leavelle.*** Officer Leavelle believes that "A" and "B" are both correct answers. The text discusses electronic and paper filing and declares it is necessary to only learn one system. It also states that a paper copy is unnecessary if it has been saved electronically.

Commissioner Heiman said that since the question starts with "the" advantage, the test-taker should know there is only one correct answer. In addition, this is taken verbatim from the text. Commissioner Fidelie opined that answer "D" leads the test-taker to believe that there could be multiple correct answers. Commissioner Miller agreed that it does lead to confusion.

**Commissioner Fidelie moved that answers "A," "B," and "D" be accepted as correct for Question 44. Seconded by Commissioner Heiman, the motion carried.**

***Question 60, Source page 219-220, Answer Key C***

When you do not support your employees and put obstacles in their path instead of removing them, you are asking for a frustrated, angry workforce. Which of the following is (sic) an example of supporting your employees?

- A. When a follower does a task well and you praise them.
- B. When someone makes a mistake and you tell them frankly, and redirect their behavior.
- C. Both A and B are correct answers.**
- D. None of the above is a correct answer.

***Appealed by Jason Leavelle.*** Officer Leavelle believes there are multiple correct answers to this question. In the source material, praising is encouraged to be done in public and discipline is to be done in private. The only time someone would be disciplined frankly is if something really bad occurred. Commissioner Miller said the answer is "C," meaning Answers "A" and "B" are both correct. She is trying to find what she believes to be his argument (that discipline occurs in public) in the possible answers. Officer Leavelle thinks he answered with "A," as discipline is to be done in private unless something needs to be acted on immediately. Answer "B" is also correct, but no one is going to discipline someone frankly over something minor.

Jonathan Lindsey believes the answer key should be upheld. In this instance, frankly simply means being direct with someone, not disciplining them in public. The question is verbatim from the text.

Officer Leavelle said he thinks it is subjective, and frankly to some might mean immediately. Answer "A" is definitely a correct answer, while Answer "B" is dependent upon the interpretation of the word "frankly."

**Commissioner Fidelie moved to uphold the answer key. Seconded by Commissioner Heiman, the motion carried.**

***Question 77, Source page 279, Answer Key B***

During a high-speed pursuit, the officer assigned to the backup vehicle should immediately acknowledge the back-up assignment with the dispatcher. He should maintain a safe distance from the main vehicle. It is recommended that at least \_\_\_\_\_ distance be maintained from the main vehicle. He should not pass the main vehicle unless requested by the main vehicle, or if some other situation exists such as an accident or mechanical trouble.

- A. Fifteen (15) car lengths
- B. Five (5) car lengths**
- C. 500 feet
- D. 1,000 feet

***Appealed by Jason Leavelle.*** Officer Leavelle said that according to WFPD General Order 200.005, officers will maintain a sufficient space behind the primary police vehicle during pursuits. The source material says five car lengths. If that is a safe car length, then so is 15 car lengths, as well as 1,000 feet. The officers perform their duties pursuant to the General Order.

Jonathan Lindsey wants to see the answer key upheld. The question is taken verbatim from the source material, and not the General Orders.

Officer Leavelle said that although this test may state the questions are coming from a particular source material, he believes the General Orders and Departmental operations supersede the source material, especially if it is contradictory.

**Commissioner Heiman moved to uphold the answer key. Seconded by Commissioner Fidelie, the motion carried.**

***Question 88, Source page 268, Answer Key C***

In situations where it is likely that the use of deadly force might be employed, firearms control must be established and maintained. When time permits in these situations it is incumbent upon the police to clear the area of people. If possible, police lines should be established at least \_\_\_\_\_ from the scene of the anticipated confrontation and all pedestrian and vehicular traffic should be re-routed.

- A. 500 feet
- B. One block
- C. 1000 feet**
- D. Two blocks

***Appealed by Jason Leavelle.*** Officer Leavelle said the question is a recommendation or an opinion, using the phrases "if possible" and "at least." If Answer "C" is correct, then Answers "B" and "D" would also be correct since they are greater than the recommended minimum distance. Having served nine years on the Department's SWAT team, he answered as he would actually perform within the Department.

Jonathan Lindsey said they are tested over the source material, rather than their experience. The book clearly stated 1,000 feet, and he would like to see the answer key upheld.



**Commissioner Fidelie moved to uphold the answer key. Seconded by Commissioner Heiman, the motion carried.**

**Question 89, Source page 290, Answer Key C**

When conducting a search at the location of a bomb threat, the decision whether to evacuate a private premises while a search is conducted should be made by \_\_\_\_\_.

- A. The ranking fire department officer.
- B. The ranking police officer.
- C. The person in charge of the premises.**
- D. The City Manager.

**Appeal by Jason Leavelle.** Officer Leavelle stated that WFPD General Order 200.019, Primary Responsibility, gives the ranking fire department member at the scene responsibility to make the decision on a partial or complete building or area evacuation in the event of a bomb threat. That is completely contrary to the source material. He asks that the verbatim answer from the book be accepted, as well as the answer that reflects the actual operations of the Department.

Commissioner Miller noted that the source material does state Answer "C." However, almost everyone got it wrong, and she thinks it is due to the General Order. **Commissioner Fidelie moved to uphold the answer key.** Commissioner Heiman said the question guidelines do state, "regardless of the provisions of any other sources which may relate to or apply to this question." He also has concerns about the number of people who missed this question, but the Commission has set a precedent to uphold the answer key if it is verbatim. **He seconded the motion. With Commissioners Heiman and Fidelie voting affirmatively, and Commissioner Miller voting in opposition, the motion carried.**

**Question 90, Source page 273-274, Answer Key D**

A field command post should be established when \_\_\_\_\_.

- A. The circumstances indicate a need for police operations over a period of time.
- B. Requested by the property owner or occupant.
- C. Telephone communication and on-site record keeping will improve the handling of the incident.
- D. Both A and C are correct answers.**

**Appeal by Deanna Tofte.** Officer Tofte said this question calls for a stand-alone answer. The only reason a post is established is the necessity for police operations over a period of time. She interprets improved communication as a benefit of such a post, but not a reason for its establishment. She asks that Answers "A" and "D" be accepted as correct.

Commissioner Miller said there was another appellant who did not address the Commission, but their argument is similar to the one expressed by Officer Tofte.

Jonathan Lindsey asked that the answer key be upheld. It comes from the test material. Officer Tofte said the text states the only reason to set up a command post is for long-term incidents. Improved communications will be a benefit, but it is not a reason to set up a post.

**Commissioner Fidelie moved to uphold the answer key. Seconded by Commissioner Heiman, the motion carried.**

**4. Report from Fire Chief**

Assistant Chief Hughes said the Department graduated five members last Friday. It is still three short, but they have a list of 11 people. They are trying to confirm how many they will need over the next year and will work closely with Christi Klyn. The Advanced EMT classes are going well; 60 people are going through the process and testing for the national registry.

**5. Report from Police Chief**

Chief Borrego thanked the Commission for their efforts. This is the Department's first opportunity to try out its new promotional process.

The Department is in the process of hiring new applicants. It has one list with 13 applicants, but at the end of January, the Department will have 16 openings. Since the officers voted to change the hiring process to hold the second testing before the first test was exhausted, they have an additional list with five people. February 22 is the tentative start date for the next Academy. There will be at least 16 in the Academy, and perhaps there may even be an overhire. He is appreciative of the officers approving this new hiring process.

**6. Adjourn**

The meeting was adjourned at 9:47 a.m.

  
Penny Miller, Chair

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**MINUTES  
LANDMARK COMMISSION**

January 26, 2016

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**MEMBERS PRESENT:**

Stacie Flood, Chairperson  
Kevin Bazner  
Cindy Cotton  
Michele Derr  
Christy Graham  
Jackie Lebow  
Andy Lee  
Cindy Ramirez

■ Members

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Matthew S. Prouty, Planner II  
Amy Krikorian, Municipal Court Prosecutor  
Loren Shapiro, Planner III

■ Staff

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**ABSENT:**

Barney Brock  
Karen Montgomery-Gagné, Planning Administrator  
Michael Smith

■ P&Z Liaison

■ Staff

■ Council Liaison

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**I. Call to Order, Introductions and Swearing in of new Commission members**

Chairperson Flood called the meeting to order at 12:15 p.m. The swearing in of new commission members was conducted in the City Clerk's office before the meeting began. The commission and staff introduced themselves and welcomed new Commissioner Christy Graham for 2016. Guests introduced themselves; Mr. Syd Litteken architect, applicant and owner of 711, Indiana Mr. John Dickinson and Mr. Gary Cook a property owner from Morningside National Historic District.

**II. Election of Landmark Commission Chairperson & Vice Chairperson 2016**

Chairperson Flood called for the election of a new Chair and Vice-Chair for the Landmark Commission for 2016. Michele Derr made a motion for Stacie Flood to continue as Chair and Andy Lee as Vice-Chair of the Landmark Commission for 2016. The motion was seconded by Cindy Cotton. There were no other nominations; nominations were declared closed. The Commission voted unanimously to reappoint for 2016 the chairperson Stacie Flood and vice-chairperson as Andy Lee.



### **III. Review & Approval of Minutes from January 26, 2016**

Chairperson Flood called for review and approval of minutes from the January 26, 2016 Landmark Commission meeting. Mrs. Michele Derr made a motion to approve the minutes. Mr. Andy Lee seconded. The commission voted on the motion; motion passed unanimously.

### **IV. Application for Landmark Nomination – 711 Indiana – Liepold Clothing, Turtle Creek Trading Gorsline Fashion Livery Stable**

Mr. Lee presented the application that he prepared on behalf of owners John Dickinson and Daniel Ahern to the Landmark Commission for the building located at 711 Indiana Avenue, in the original townsite consisting of the south half of Lot 12, Block 163.

711 Indiana was the original site of Gorsline's Fashion Livery Stable and in 1979 a state historical marker #4804 was erected outlining the early significance of this site in the development of Wichita Falls. According to the marker, in 1889 Edgar Gorsline (1859-1933) and his wife came to Wichita Falls from Indiana. He opened the Fashion Livery Stable at this site in 1892. Horses and rigs were rented and horses were boarded. Carriages were sent to meet all trains and transportation for funerals were provided. Before the automobile era, the Fashion Livery Stable furnished vital services for residents and visitors to Wichita Falls. Gorsline sold the stable in 1907 and the structure at this site was razed in 1908.

Gene Liepold, a German native came to Wichita Falls in 1909 from Fort Gipson, Indian Territory where he worked as a clerk in a general store. Upon Mr. Liepold's arrival to Wichita Falls he opened the Loeb-Liepold Clothing (1910-1935) store at 711 Indiana with partner Leon Loeb. Mr. Loeb and Mr. Liepold were both active and charter members of the Congregation Temple Israel, organized May 6, 1919 as noted in the Wichita County Archives records from 1919-1934.

This 1909-1925 era building retains over 80% of the original architectural façade elements. Located in the 700 block of Indiana a key retail corridor for the city's growth. For over ninety-years the Liepold Clothing building remained while many of the surrounding buildings were altered, demolished or remodeled to a non-historical state. To this date 711 Indiana is the only building in the 700 block historically restored representative of the 1909-1925 era.

Historic preservation and restoration in 2006 were conducted according to the Secretary of the Interior Standards for historic preservation and completed by owner John Dickinson. Historical research has documented the architectural and cultural aspects of this building and designation would be a considerable addition to the block. The restoration plan included replacing the stucco/concrete finial and ball details, restoration and addition of architecturally appropriate elements to the exterior façade, including the storefront and its display windows, transom windows, the centered-subtractive front door entry and using dove-white colored stucco to match the original.

Mrs. Graham made a motion to accept the nomination as submitted and recommended it for designation by City Council. Mr. Bazner seconded the motion. The motion passed 6-0 with Mr. Lee abstaining from the vote while noting a conflict of interest. The commission determined that the building was worthy of historical recognition and preservation as an

individual landmark under four criteria; historical, architectural, cultural and geographical. The Commission unanimously recommended sending nomination to City Council to consider designating this structure as a Wichita Falls Landmark.

**V. Application for Design Review – 616 7th Street Toodles Building (Depot Square) – Request for approval for repairs of front façade and canopy.**

Matthew Prouty presented the design application for 616 7<sup>th</sup> requesting for approval for repairs to front façade and canopy. Mr. Prouty noted this was a continuation of an application originally submitted for consideration in November 2015 where temporary shoring and emergency stabilization was approved by the commission. The commission recommended that the applicant resubmit a design review application once a definitive work plan was developed for needed repairs.

A previous structural engineer's report was submitted as part of the November application and stated that water somehow got behind the brick façade and caused the failure. This water penetration led to the deterioration of the grout, bricks and possibly the metal brick ties holding the wall together to the structure of the building. In addition to the front façade and canopy the masonry was now more susceptible to deteriorating due to exposure and water and gravity was threatening the remaining façade. Mr. Litteken explained they have found an acceptable alternative for the bricks that were lost because of existing damage and during selective demolition. He stated approximately 80 to 90 bricks will need to be replaced along with the remaining salvaged bricks. The wall/roof parapet will receive new flashing and the entry canopy will be restored to original as outlined in the recorded façade agreement.

Mr. Prouty stated that by receiving approval from the commission the building owner will be able to apply for 4B downtown incentive grant funds available through the city to potentially assist in the cost of repairs. Mr. Lee made a motion to approve the exterior repairs to the exterior façade and entry canopy as required in the existing façade easement. Mrs. Graham seconded the motion. The motion passed unanimously.

**VI. Discussion & Recommendation Item: Alternative Materials: Fiberglass Doors/Windows**

Matthew Prouty presented the discussion item citing a request for consideration for alternative material on a current restoration project located in the Historic Depot Square District. The Landmark Commission was asked to consider the use of approved alternative materials when the original materials or assemblies were missing or damaged beyond restoration or repairs.

Mr. Prouty brought forward for consideration Standard 6 of the Secretary of the Interior's Standards for Rehabilitation, "deteriorated architectural features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials..." The Guidelines further caution against "removing or radically changing wood features which are important in defining the overall historic character of the building so that, as a result, the character is diminished."

1. Replace severely damaged or deteriorated historic materials and features in kind. Replacing sound or repairable historic material is never recommended; however, if the

historic material cannot be repaired because of the extent of deterioration or damage, then it will be necessary to replace an entire character-defining feature such as the building's siding. The preferred treatment is always replacement in kind, that is, with the same material. Because this approach is not always feasible, provision is made under the recommended treatment options in the Guidelines that accompany the Secretary of the Interior's Standards to consider the use of a compatible substitute material. A substitute material should only be considered, however, if the form, detailing, and overall appearance of the substitute material conveys the visual appearance of the historic material, and the application of the substitute material does not damage, destroy or obscure historic features.

Staff provided additional research from Dallas, the District of Columbia and Columbus, Ohio and how these cities handle approval of alternative materials. Staff also cited that while these cities allow for alternative the cities of Boston, and Charlotte do not allow for alternative materials to be considered. Texas Historical Commission (THC) was contacted and stated they would always prefer in-kind replacement. The THC would follow the Standards outlined by the Secretary of Interior Rehabilitation Standards which leaves approval of alternatives on a case by case basis to the local Landmark Commission to consider.

The commission discussed additional items regarding alternative materials. Mrs. Ramirez had expressed concerns about the quality of fiberglass and the ability of the commission to request samples before approval was given on any project. Mrs. Graham and Mrs. Derr both shared their experience with their own properties and how being able to use a modern material as an alternatives to an original that was missing or beyond repair or restoration may provide a cost effective alternative to a poorer performing material. Mr. Lebow also made mention of coming energy codes and how alternative materials may offer improved energy performance to existing assemblies and that original or existing assemblies do not meet federal ADA requirements regarding 5lbs of pressure opening force required for doors and windows.

Mr. Bazner made a motion to approve the consideration of alternative materials fiberglass doors and windows on a project by project basis. Mr. Lebow seconded the motion. The motion passed unanimously to allow for consideration of fiberglass doors and windows on a case by case basis as outlined in the PRESERVATION BRIEF #16 The Use of Substitute Materials on Historic Building Exteriors.

#### **VI. Application for Discussion & Recommendation Item: THC Requirements for 30.06/30.07 signage**

Matthew Prouty presented the discussion item noting the new requirement for signage that will be required to be displayed at public entrances to disallow open carry of fire arms into a building. The Texas Historical Commission (THC) was notified by a local architect that inquired about guidelines or regulations that impact location of this signage on historical buildings.

THC commented that this was the first time the issue had been raised. THC is not going to tell us how the public should be notified. Signs may be mounted onto a building. If they are mounted anchors, or fastener should be placed in grout joints and not through masonry. THC would prefer pole or ground signs be used for these signs.

Staff has requested that the Landmark Commission consider that review of these notification signs be handled in house through a staff review and not the full design review process. Mrs. Graham made a motion to approve staff authorized design review for Sec 30.06 and 30.07 signage. Mrs. Cotton seconded the motion. The motion passed unanimously.

## **VII. Other Business**

### **a) Monthly report: Depot Square Historic District, West Floral Heights**

Michele Derr reported on Depot Square activities that the Farmer's Market project was 100% complete. Weddings have been booked for the upcoming months along with Midwestern State holding a pop-up art exhibit in the facility. The Zales building prism windows are installed and storefront glass will be installed next month. Mrs. Cotton reported the West Floral Heights Association met and was planning on purchasing trees to replace the trees in the neighborhood lost during the drought. Also the association will be looking at historic stop sign frames for the neighborhood in the coming months. Mr. Prouty also provided an update on construction of previous Landmark design approvals at 1511 Hayes and 1705 Tilden in the West Floral Heights Neighborhood.

### **b) 2016 Landmark Commission Roster**

A New roster was provided to commission members to verify contact information was updated and correct.

### **c) Administrative Review**

Mr. Prouty reported on the five staff authorized minor repairs/alterations over the past two months.

### **d) Preservation Summit:** Mr. Prouty informed members upcoming February 17 and 18<sup>th</sup> that Preservation Texas will be hosting the 2016 Summit in Austin, Texas and provided the schedule.

### **e) Articles and Periodicals**

Mr. Prouty reported that copies of Preservation and The Medallion are available for review.

## **VIII. New Business:**

### **a) Next Mtg. – Tuesday, February 23, at 12pm**

### **b) Request to add a Discussion/Recommendation Item to February Landmark Commission Meeting:** Morningside National Historic District: Status of Design Review request made by Mr. Gary Cook. Amy Krikorian advised that since this issue was not on the posted agenda that discussion would have to be held the following month to in order to comply with the Texas open meeting act.

## **IX. Adjourn**

Meeting adjourned at 1:31 pm

  
Stacie Flood, Chairperson

  
Date

**Wichita Falls Park Board Meeting  
January 28, 2016**

**W.F. Recreation Center  
Room 202, 600 11<sup>th</sup> Street  
1:30 p.m.**

<b>Presiding:</b>	<b>Penny Miller</b>
<b>Members Present:</b>	<b>Sharon Roach, Jim Potts, Colby Huffman, John Fritzsich, Jim Helman</b>
<b>Members Absent:</b>	<b>Ben Filer, James Ball, Steve Garner, Sandy Fleming, Tom Lang</b>
<b>City Council Representative:</b>	<b>Tom Quintero (Absent)</b>
<b>Other:</b>	<b>Jack Murphy, Staff Liaison</b>

**CALL TO ORDER:**

Penny Miller called the meeting to order at 1:30 pm. Jim Helman was sworn in as a new appointee. The minutes of October 22, 2015 were put before the Board, John Fritzsich made the motion to approve the minutes and Sharon Roach seconded the motion. The minutes were approved. New Officer's were voted in as follows: Steve Garner Chairman, John Fritzsich Co-Chair.

**DEPARTMENTAL REPORT:**

1. No news to report on Circle Trail section from BNSF.
2. New outfield lighting was installed at the Old Sports Complex on Sheppard Access Rd. Vandalism was done to the New Softball Complex concession building door.
3. Pickleball is being played on Monday & Wednesday in the Jefferson Elementary School gymnasium from 5:30pm to 10:00pm.
4. A park van tour for Park Board members was set for the meeting in March.

**PARK IMPROVEMENT COMMITTEE:**

- A. Lake Wichita web site is up and running: [www.supportlakewichita.com](http://www.supportlakewichita.com).



**OTHER ITEMS:**

**Sharon Roach:** Inquiring about Wichita Bluff dedication date set.

**Jim Potts:** Ask if medians in Southwest Parkway from Fairway to Barnett can be landscaped. Other inquiries included:

- Prairie dogs escaping from the exhibit fencing in University Kiwanis Park.
- Can the City install fencing along Southwest Parkway to screen messy sites of adjacent properties?
- The ditch between Maplewood Dr. and Kemp St needs to have vegetation & debris removed.

**John Fritsch:**

- The "Dual" Marathon running event was held on January 16, 2016 and was a record turnout despite the snow.

**Colby Huffman:**

- Stated that he had a visitor from out of town state they really liked the new signs around town showing the direction to facilities.

**ADJOURNMENT:**

Meeting was adjourned at 2:32 pm.

Signature: \_\_\_\_\_

Stephen Garner /Chairperson

2-25-2016

**MINUTES OF THE  
WICHITA FALLS ECONOMIC DEVELOPMENT CORPORATION  
February 4, 2016**

**PRESENT:**

Dick Bundy, President	§	Members
Reno Gustafson, Vice President/Sec'y/Treasurer	§	
Leo Lane	§	
Darron Leiker	§	
Dave Lilley	§	
Glenn Barham, Mayor	§	Mayor
Jim Dockery, Asst. City Manager/CFO	§	City Staff
R. Kinley Heggland, Jr., City Attorney	§	
Linda Merrill, Recording Secretary	§	
Henry Florsheim	§	Chamber of Commerce and Industry
Kevin Pearson	§	
Dwayne Bovina, Chairman	§	
Scott Poenitzsch, Executive Committee	§	
Tom Zoretich		
Richard Aboulafia	§	Teal Group
Phil Finnegan	§	
Jim Bruce	§	Bruce Facility Planning Consultants
Bill Boyd	§	
Jerry Schneider	§	
Dr. Joe Michels	§	Solomon Bruce Consulting
Lara Ingram	§	
Dean Barber	§	Barber Business Advisers
Jason Hamman	§	
Marshall Heard	§	

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**1. Call To Order**

Dick Bundy called the meeting to order at 3:00 p.m.

**2. Approval of Minutes (January 14, 2016)**

Reno Gustafson moved, seconded by Dave Lilley, that the minutes of the WFEDC and the Aerospace Task Force meetings of January 14, 2016 be approved. The motion carried.

**3. Discussion regarding the WFEDC retaining an Aerospace Consulting Firm and includes interviews with prospective firms.**

***Teal Group Interview***

Tom Zoretich, Senior Economist, led the presentation. He was joined by Richard Aboulafia, Vice President of Analysis and Phil Finnegan, Director of Corporate Analysis. The gentlemen provided information on their individual backgrounds, the Teal corporation, and their perspective on the aerospace industry.

Mr. Bundy noted how important Sheppard AFB is to the community, and asked if the company's analysis would also include what type of companies not to pursue that would be in conflict with the best interests of the military installation. Mr. Aboulafia said that would be the very core of what they would provide.

He then noted segments that would be worthy of investment, including:

- UAVs
- Subcontracts for the LRS-B
- Attracting foreign investment
- Middle of Market 757 (200-250 seat class) airplanes

Mr. Pearson asked if the company did any work relative to MRO facilities. Mr. Aboulafia said they follow the industry, but have not looked at regions for investment.

Mr. Zoretich summarized the Teal Group's plan:

- Analyze local assets
- Evaluate global aerospace industry
- Target sector opportunities
- Target specific company opportunities (based on Teal's contacts)
- Present a marketing plan

Mr. Pearson noted the company's original bid was \$287,000, and they were asked to reduce the costs to \$150,000. Mr. Zoretich noted the following items were omitted/reduced to make the project more economical: omission of a customized template for the SWOT analysis; reduction in the number of hours analysts will work on the project; reduction in the amount of work performed on the global needs assessment; and omission of interviews of dozens of company executives.

Leo Lane asked the prospects of this community to succeed in attracting a company to this area. Mr. Aboulafia said it was reasonable to assume a community of this size can do some good things, and cited Greenville's successful campaign to get a Honda manufacturing facility as an example.



### ***Bruce Facility Planning Consultants (BFPC)***

Bill Boyd identified himself as a site location consultant. He has both aerospace and economic development experience. Jerry Schneider (via Skype) is the proposed Project Manager and has experience in marketing, economic development and public affairs. Jim Bruce, the President of BFPC, has experience in site location for companies such as Boeing. They also have three other personnel who will help with certain parts of the plan.

Mr. Bruce noted that large assembly plants, such as Boeing, generate many jobs in the supply chain. The typical business model is to farm out work to subcontractors. Wichita Falls is in a good position to be a satellite operation if it can make a good pitch to some of these companies, and is well located in regard to several major aviation operations, not only in regard to Texas, an important state in the aerospace industry, but also Oklahoma, Kansas, and Colorado.

Mr. Lane asked Wichita Falls' prospects for success in this endeavor. Mr. Bruce feels the community has an excellent opportunity. Texas has an overall business climate that is supportive of business and industry, and it is now particularly important to diversify and generate new businesses. He believes there will be a significant uptick in recruitment activity and if Wichita Falls can make a compelling business case, then businesses will be interested. Mr. Pearson noted that Mr. Bruce spent several hours here in the community with Michael Paris.

Mr. Bundy presumed the company will take into consideration the importance of Sheppard AFB to the community and steer away from any prospects that may conflict with its operations. Mr. Bruce agreed they would not want to attract anything that would get in the way of pilot training activities. On the positive side, there are thousands of folks who muster out of military service at a relatively young age searching for civilian positions, many of whom develop contacts or even get married here and are looking for an opportunity to stay in this community. It is important to look for opportunities and yet be sensitive.

Mr. Bundy asked if the assessment would give direction on the type and size of industry, and Mr. Bruce replied affirmatively. They would identify specific business and industrial activities related mainly to aviation. Wichita Falls has to be very focused and stay persistent on an ongoing basis. He teaches this at the international economic development conference. They will make sure that everyone in the room, as well as existing employers, have had an opportunity to provide input so that any prospects will serve the community's objectives. He does not want the community to spend its resources on prospects with little likelihood of coming here.

Mr. Lilley asked what kind of position does Wichita Falls need to be in financially to be competitive? Mr. Bruce said the basics are important: land, utility capacity. One should not be doing economic development by buying projects. Incentives have a role, but a community must first demonstrate that it has a comprehensive set of advantages – that it operates a pro-business public sector; well prepared in that property is available as needed; and the logistics are in place (interstate, rail). This does not necessarily mean a lot of cash on the table. Incentives can sweeten the deal, but they cannot be the basis for them. Mr. Boyd said they can be a tie breaker.

### ***Solomon Bruce Consulting***

Dr. Joe Michels served 30 years in the USAF, retiring as a full Colonel, then was Dean of College of Business at Montana State University for 3-1/2 years. He spoke last year at the Foreign Direct Investment Conference on bringing foreign companies to the U.S. and research and development in the aerospace industry. He is now an adjunct professor at the University of North Texas at Austin. Last year, he taught business strategy at the University of Texas at Arlington. Lara Ingram of J.O. Design, LLC, has worked for city, state, and federal governments, as well as in the private sector, across the United States.

Dr. Michels noted Wichita Falls may be able to get involved in the maintenance repair and overhaul industry, noting that it is 300 miles from Wichita, Kansas. He added that since it shares an airport connection with Sheppard AFB, there may be some possibilities there, as well. Pilots are required to retire at age 65. The Air Force has begun to use enlisted personnel to fly drones as they do not have enough officers. There may be an opportunity for a training facility.

Solomon Bruce Consulting's approach is:

- Discovery (what do you have/what do you need)
- Assessment (how does it fit/will it fit)
- Analysis (gap analysis/how do we fill it)
- Marketing plan development (strategic road map for next steps)

All recommendations made will be tailored specifically to Wichita Falls. Mr. Pearson added that Dr. Michels toured the community in detail.

Mr. Lane asked his opinion on the community's prospects for success. Dr. Michels said the aerospace industry is growing and trying to find new places to invest. Texas has a good business climate, and his marketing colleagues will identify the community's strengths and what may be needed. Ms. Ingram said it would take market research. They do successful rebranding and fill in the gaps in the data to give a detailed understanding of all potential prospects.

Mr. Lilley asked what effect would incentive limitations have on Wichita Falls' ability to recruit? Dr. Michels said incentives are not the primary driving factor; rather, does the locale fit what needs to be done?

Driving factors of site selection include:

- Location
- Schools
- Environment
- Cultural activities
- Good place to raise family
- Place to do something
- Education



### ***Barber Business Advisers***

Dean Barber, President, appeared in person, accompanied by (via Skype) Jason Hamman, President of Hamman Consulting Group, and Marshall Heard, President of Heard Technical Services. Mr. Barber said business development is not easy. Most business groups are not good at business development. He noted the RFP requested names of companies in aerospace industries. He would provide names of presidents and CEOs, along with their email addresses and phone numbers. He is attending the Pacific Northwest Aerospace Alliance next week, and wondered why Wichita Falls did not have a representative attending, as well.

He spent 20 years as business editor of *The Birmingham News*, then went to work for an economic development partnership in Alabama to recruit businesses. They were successful in recruiting Mercedes Benz, Honda, Hyundai, and Boeing. He understands the recruiting game. Jason Hamman is a former economic developer and now works with data and GPS. Marshall Heard has had 50 years' experience in aerospace. He was the business and technology development director for Boeing. A fourth person, Jessica Bates, would also help with research.

It is apparent, Mr. Barber said, that Wichita Falls wants jobs. It has assets, such as Sheppard AFB, and should have technical knowledge in its workforce. It is in a "sweet spot" of the aviation corridor from San Antonio to Wichita, Kansas.

When he recruited for Alabama, he never did a hard sell. Rather, he would say, "when the time comes and you need a location, call me." He may not have won the project, but he made first contact. No one person wins a project. He has over 5,600 contacts on LinkedIn and over 4,000 followers. In addition, he has over 2,000 emails in Outlook. There are ways to get names, phone numbers, and emails, which represent ways to get past the secretary.

Mr. Barber said they would work 60-90 days to give Wichita Falls more than a report. They want to provide leads, but the leads should be thought of in terms of relationships.

Mr. Lane asked his opinion on the prospects of success of this venture. Mr. Barber said the area has a pretty good aviation history, and again, is in the sweet spot of the aviation corridor. Costs would be lower here than in the Metroplex and probably than in Oklahoma City. He is a former business journalist; he would find out the facts along with his team. They all have their complementary strengths.

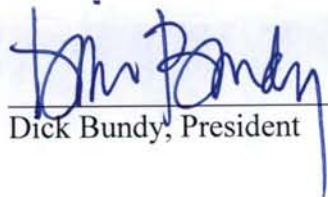
Mr. Lilley noted that Wichita Falls has been in the aviation business since 1917. He asked where it has failed to attract some of the companies it now seeks to attract? Mr. Barber said that his team would perform a SWOT analysis to determine the answer. He knows nothing about the community's previous leadership, but Henry Florsheim has a good reputation. He notes that some shops are not very aggressive. He said again that the City should be at the second largest aviation cluster in North America next week, and should also attend the MRO show in Dallas April 5-7.

Kevin Pearson asked the members to rank the presentations 1 through 4 before the next meeting. He then identified the other topics to be discussed at the next meeting (set for Thursday, February 18, 2016, at 4:00 p.m. at the Amfuel plant):

- Potential incentives for company involving Stanley Building
- Fencing at Business Park (ask Pat Hoffman to attend meeting)
- Cattle grazing lease
- John Buanno to show operations at the plant

**8. Adjourn**

Mr. Lane moved to adjourn. Seconded by Mr. Lilley, the meeting adjourned at 5:00 p.m.

  
Dick Bundy, President

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**CITY COUNCIL AGENDA**  
**March 15, 2016**

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**ITEM/SUBJECT:** Resolution authorizing a twenty percent increase of the annual lease amount on 10 Lake Arrowhead leases with review dates in 2016 for an additional period of five years with the next review dates in 2021.

**INITIATING DEPT:** Community Development/Property-Lake Lot Administration

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**COMMENTARY:** Currently at Lake Arrowhead, there are 10 lots which are under lease review for renewal beginning June 1, 2016. The annual lease rate for these lots is currently \$690.00 per year. These lease agreements were originally set with provisions allowing City Council the right to re-determine and establish the lease rate every 5 years beginning in 2001. The 20% rate increase will bring these 10 leases in line with the 71 other leases previously increased in 2014.

According to the agreement, the rate shall not exceed 30% of the effective rate for the preceding 5-year period. Staff is proposing to raise the \$690.00 leases to \$828.00 annually, reflecting an increase of 20% of the current lease amount.

☒ **Deputy City Manager**

☒ **Property Administrator**

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**ASSOCIATED INFORMATION:** Resolution

☐ **Budget Office Review:**

☒ **City Attorney Review:**

☒ **City Manager Approval**

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Resolution No. \_\_\_\_\_

**Resolution authorizing a twenty percent increase of the annual lease amount on 10 Lake Arrowhead leases with review dates in 2016 for an additional period of five years with the next review dates in 2021**

WHEREAS, Resolution 73a-94 established a policy for re-leasing Lake Arrowhead lots with the lease agreement designating a five-year review and adjustment of the annual lease rate; and,

WHEREAS, the current lease rate of \$690.00 is set to expire on these 10 leases as of June 1, 2016 and raising the annual lease rates to \$828.00 conforms to the rates established for the new generation leases adopted through the passing of Resolution 77-2001 dated June 28, 2001 and Resolution 17-2014 dated February 4, 2014.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WICHITA FALLS, TEXAS, THAT:

The annual lease rate for 10 lease lots at Lake Arrowhead that expire on June 1, 2016 that are currently \$690.00 shall increase to \$828.00 per year for the next five year period beginning on June 1, 2016. The annual payment will remain due as indicated on the lease agreement.

PASSED AND APPROVED this the 15th day of March, 2016.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
City Clerk

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**CITY COUNCIL AGENDA**  
**March 15, 2016**

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**ITEM/SUBJECT:** Resolution authorizing the transfer of ownership of Trustee property at 710 Dallas Street to Habitat for Humanity for the construction of low to moderate income housing and to authorize the City Manager to execute the deed

**INITIATING DEPT:** Community Development / Property Management

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**COMMENTARY:** Habitat for Humanity has submitted a request for the City of Wichita Falls to donate the vacant lot at Lot 9, Block 5, Kemp Addition Wichita Falls, Wichita County, Texas, (AKA 710 Dallas Street) for the construction of a new home for low income housing under the CDBG Housing Initiative Program. To date, they have constructed and renovated over one-hundred (100) homes in Wichita Falls under the infill-housing program on properties that have been either “struck off” to the City for back taxes or on donated parcels.

The property located at 710 Dallas was struck off to the three taxing entities for back taxes on December 1, 2003. Interest in the property located at 710 Dallas Street was conveyed to the City of Wichita Falls by the Wichita County Commissioners on March 7, 2016 and by Wichita Falls Independent School District on March 9, 2016 for the purpose of allowing the City to donate the property to Habitat for Humanity as allowed by Chapter §272.001 (g) of the Texas Local Government Code.

Staff is requesting the City Council approve the transfer of ownership for the property at 710 Dallas, as outlined in the attached agreement, to Habitat for Humanity of Wichita Falls and authorize the City Manager to execute the special warranty deed conveying ownership from the City of Wichita Falls to Habitat for Humanity.

☒ **Deputy City Manager**

☒ **Property Administrator**

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**ASSOCIATED INFORMATION:** Resolution, Habitat for Humanity Request, Location Map

☐ **Budget Office Review:**

☒ **City Attorney Review:**

☒ **City Manager Approval**

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Resolution No. \_\_\_\_\_

**Resolution authorizing the transfer of ownership at 710 Dallas Street to Habitat for Humanity for the construction of low to moderate income housing and to authorize the City Manager to execute the deed**

WHEREAS, in accordance with Chapter § 272.001(g) of the TEXAS LOCAL GOVERNMENT CODE, the City of Wichita Falls may convey property without the solicitation of bids, to non-profit entities for economic development programs authorized by Title 1 of the Housing and Community Development Act; and,

WHEREAS, Habitat for Humanity of Wichita Falls desires to continue to construct homes in the Wichita Falls Community for the benefit of qualified low-to-moderate income families; and,

WHEREAS, the City, County and Wichita Falls Independent School District assumed ownership of the property at 710 Dallas Street for delinquent taxes; and,

WHEREAS, Wichita County and the Wichita Falls Independent School District have conveyed their interest in this property to the City of Wichita Falls to be donated to Habitat for Humanity of Wichita Falls for use in their lower income housing programs.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WICHITA FALLS, TEXAS, THAT:

The City Manager is hereby authorized to execute the special warranty deed to convey title of the property located in Wichita Falls, Wichita County, Texas at **710 Dallas, Lot 9 Block 5, Kemp Addition** to Habitat for Humanity of Wichita Falls:

PASSED AND APPROVED this the 15<sup>th</sup> day of March, 2016.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
City Clerk

## **DONATION REQUEST**

Habitat for Humanity Wichita Falls  
1206 Lamar Street  
Wichita Falls, TX 76301  
940-716-9300

February 2, 2016

City of Wichita Falls  
Pat Hoffman  
1300 7<sup>th</sup> Street  
Wichita Falls, Texas 76301

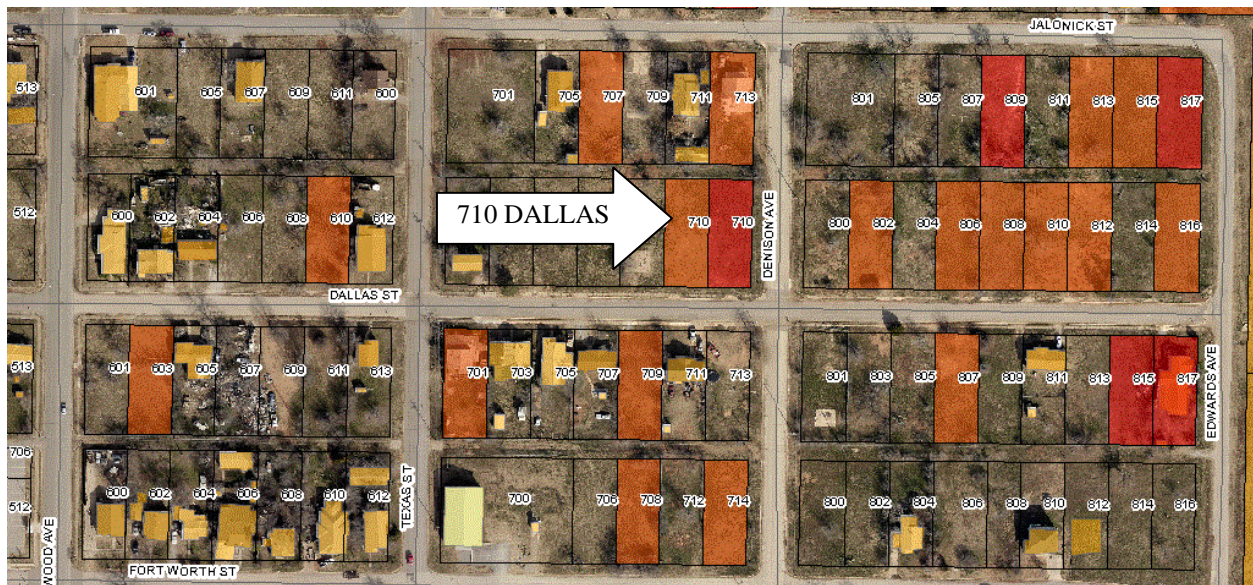
Dear Pat,

Habitat for Humanity Wichita Falls is requesting that the lot located at 710 Dallas Street be donated by the taxing entities to our program for the development of low-income housing. Our federal funding has been cut by 50%, and therefore, we do not have the income that we once had to purchase lots for our building program.

Since 1992 Habitat for Humanity has built or renovated over 100 houses in Wichita Falls. Our program not only benefits the family that purchases the zero percent mortgage from Habitat, but also the neighborhood where we build. Habitat turns an abandoned vacant lot into a home that is paying property taxes, and as Habitat revitalizes neighborhoods all of the house values increase, benefiting the whole community.

Sincerely,  
Dan Gray  
Executive Director

## LOCATION MAP





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**CITY COUNCIL AGENDA**  
**March 15, 2016**

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**ITEM/SUBJECT:** Resolution supporting an application to the 4B Sales Tax Corporation Board for partial funding of the matching fund requirements for two federally funded mobility projects received through the Transportation Alternatives Program known as the Pedestrian Improvement Project Along Kemp Boulevard from Midwestern Parkway to Southwest Parkway, and the Hike and Bike Trail Project from Wichita Bluff Park to Loop 11

**INITIATING DEPT:** City Manager's Office

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**COMMENTARY:** On April 7, 2015, the City Council approved a resolution supporting six grant applications for the Transportation Alternatives Program for various transportation improvement projects. These applications included requests for funding for various segments of the City's Hike and Bike Trail, Pedestrian Improvements along Kemp Street, and two Connector Projects to the Hike and Bike Trail. The City was notified that we received award of funds for two projects: (1) construction of a sidewalk and improvements for individuals with disabilities on the east side of Kemp Street from Midwestern Parkway to Southwest Parkway; and (2) construction of the Hike and Bike Trail from the Wichita Bluffs area to Loop 11. The projects and funding requests are described below:

**Kemp Street Pedestrian Improvements:** This project will consist of a sidewalk and handicap ramps along the east side of Kemp Street from Midwestern Parkway to Southwest Parkway. Currently, there are no sidewalks in that area and many people walk along that busy street to access the Sikes Center Mall and other retail establishments in that area. The estimated cost of the project is \$651,215, of which \$515,193 will be funded by the grant and \$136,022 will be funded by the City. It is recommended that the City approach the 4B Sales Tax Corporation for the full amount of the matching funds (\$136,022).

**Hike and Bike Trail Improvements:** This project will consist of extension of the City's Hike and Bike Trail along the Wichita River from the Wichita Bluffs area to Loop 11. All of the property acquisition has been completed on this segment of the trail and it is estimated that construction and engineering for this project will cost \$1,723,829, of which \$1,363,766 will be funded by the grant and \$360,063 will be funded by the City. The City has identified \$81,000 in Special Park Revenue Funds that could be used for the matching amount leaving \$279,063 to meet the grant requirements. It is recommended that the City approach the 4B Sales Tax Corporation for this remaining amount of the matching funds (\$279,063).



Approval of this resolution will allow the City staff to approach the Wichita 4B Sales Tax Corporation Board with a request of \$415,085 to partially fund the City's matching requirements for these two grant projects.

Staff recommends approval.

☒ **Deputy City Manager**

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**ASSOCIATED INFORMATION:** Resolution

☒ **Budget Office Review:**

☒ **City Attorney Review:**

☒ **City Manager Approval**

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Resolution No. \_\_\_\_\_

**Resolution supporting an application to the 4B Sales Tax Corporation Board for partial funding of the matching fund requirements for two federally funded mobility projects received through the Transportation Alternatives Program known as the Pedestrian Improvement Project Along Kemp Boulevard from Midwestern Parkway to Southwest Parkway, and the Hike and Bike Trail Project from Wichita Bluff Park to Loop 11**

WHEREAS, the City has identified two high priority projects that will enhance quality of life and provide positive economic development impact to the city of Wichita Falls; and,

WHEREAS, sufficient funding to complete these projects is not available through the City's General Fund or other operating funds.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WICHITA FALLS, TEXAS, THAT:

The City Manager is hereby authorized to submit an application to the 4B Sales Tax Corporation Board for a request in the amount of:

1. \$136,022 for the Kemp Street Pedestrian Improvement Project; and
2. \$279,063 towards the City's Hike and Bike Trail Project along the Wichita River from the Wichita Bluff's area to Loop 11.

PASSED AND APPROVED this the 15<sup>th</sup> day of March, 2016.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
City Clerk

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**CITY COUNCIL AGENDA  
MARCH 15, 2016**

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**ITEM/SUBJECT:** Resolution authorizing award of bid for the City's estimated annual requirement ready mix concrete and flowable fill to OK Concrete Company in the amount of \$410,075.00.

**INITIATING DEPT:** Finance/Purchasing

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**COMMENTARY:** Bids were opened February 23, 2016 for the purchase of the City's estimated annual requirement of ready mix concrete and flowable fill. The City's primary user is the Street Division; however, other City departments will also have requirements throughout the year. Bids are requested by line item for five (5) different types of concrete mix allowing bidders to bid all or specific items depending on their ability to provide the product. One (1) response was received (bid tabulation attached). Pricing represents no increase from the prior year.

Staff recommends award of bid for the City's estimated annual requirement of ready mix concrete and flowable fill to OK Concrete Company, in the amount of \$410,075.00.

☒ **Purchasing Agent**

☒ **Director of Finance**

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**ASSOCIATED INFORMATION:** Resolution

☒ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

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[illegible][illegible]



Resolution No. \_\_\_\_\_

**Resolution authorizing award of bid for the City's estimated annual requirement of ready mix concrete and flowable fill to OK Concrete Company in the amount of \$410,075.00**

WHEREAS, the City of Wichita Falls advertised and requested bids for the City's estimated annual requirement of ready mix concrete and flowable fill; and,

WHEREAS, bids were received and publicly opened on February 23, 2016; and,

WHEREAS, the City Council desires to purchase ready mix concrete and flowable fill for use by various city departments during the next twelve-month period.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WICHITA FALLS, TEXAS, THAT:

Authorization is granted to award the bid for the City's estimated annual requirement ready mix concrete and flowable fill to OK Concrete Company in the amount of \$410,075.00.

PASSED AND APPROVED this 15<sup>th</sup> day of March, 2016.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
City Clerk

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**CITY COUNCIL AGENDA**  
**March 15, 2016**

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**ITEM/SUBJECT:** Appointment/Reappointment to Landmark Commission

**INITIATING DEPT:** City Clerk

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**COMMENTARY:** During the December 2015 reappointments, we overlooked the reappointment of Stacie Flood to the Landmark Commission.

Stacie has been a member of the Landmark Commission since 2004 and has been serving as the chairperson for the committee. She is continuing to serve until she is reappointed or replaced, but we need to make the appointment official.

Karen Gagne-Montgomery recommends waiving the term limits because Stacie serves as our current chairperson of the Commission and she serves as the representative from the Wichita Co. Heritage Society. Her perfect attendance, training, knowledge, and expertise in historical preservation is a valuable asset to the City of Wichita Falls Landmark Commission.

This position needs to be filled by a representative of the Wichita County Heritage Society and has historically been their staff member because the Landmark Commission does have to meet certain areas of expertise on its board in order to meet state requirements. The only other applicant does not list the Heritage Society on her application.

This board can be discussed in executive session if you want. The current roster is attached. The other application and Stacie's resume will be submitted by e-mail.

☒ **City Clerk**

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**ASSOCIATED INFORMATION:** Current roster

☐ **Budget Office Review**

☒ **City Attorney Review**

☒ **City Manager Approval**

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Landmark Commission					3 yr term
Place	Name	Appt Date	Exp Date	District	Qualifications
1	Lee, Andy	02/15/2011 12/04/2012 12/01/2015	12/31/2018	1	Licensed R.E. Broker or Appraiser
2	Ramirez, Cindy	1/6/2015	12/31/2017		Architect
3	Cotton, Cynthia	12/3/2013	12/31/2016	1	Member of Residential Historic District
4	Bazner, Kevin	12/3/2013	12/31/2016	3	At-large
5	Brock, Barney	12/1/2015	12/31/2016	4	P&Z Commission member
6	LeBow, Jackie William Sr.	12/04/2012 12/01/2015	12/31/2018	4	Licensed Architect **miovred from at large to architect place 12/01/2015
7	Graham, Christy	12/1/2015	12/31/2018		At-large
8	Flood, Stacie	12/07/2004 12/05/2006 12/01/2009 12/04/2012	12/31/2015	1	Wichita Co. Heritage Society
9	Derr, Michelle	12/3/2013	12/31/2016	1	Member of Commercial Historic District

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**CITY COUNCIL AGENDA**  
**March 15, 2016**

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**ITEM/SUBJECT:** Appointments to Water Resources Commission

**INITIATING DEPT:** City Clerk

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**COMMENTARY:** During the December 2015 reappointments, we did not make appointments to the Water Resources Commission although three members had reached the end of their terms and their term limits. The three members have continued to serve until we found replacements for them.

We now have applicants to fill two of the three vacant positions. Mr. Robert Huezo is qualified to fill Place #5, SAFB/gov't representative, and Shane FitzHenry is qualified to fill Place #1 as the homebuilding industry/commercial business representative. Staff does not have a recommendation for the at-large position.

A copy of all applications will be forwarded via separate e-mail.

☒ **City Clerk**

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**ASSOCIATED INFORMATION:** Current roster

☒ **City Attorney Review**

☒ **City Manager Approval**

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<b>Water Resources Commission</b>					<b>2 yr term</b>
Place	Name	Appt Date	Exp Date	District	Qualifications
1	Ferguson, John	7/7/2009 12/01/2009 12/06/2011 12/03/2013	12/31/2015	3	Homebuilding Industry (Comm. Business Rep)
2	Smith, Steve	8/5/2014 12/02/2014	12/31/2016	4	Industry
3	Smith, Michael	1/15/2013 12/2/2014	12/31/2016	1	Education
4	Nix, Cheryl	12/01/2009 12/06/2011 12/3/2013	12/31/2015	4	At-large
5	McBurnett, Mark	02/03/2009 12/01/2009 12/6/2011 12/03/2013	12/31/2015	1	SAFB/Gov't Rep
6	Traw, Tyson	04/07/2015	12/31/2016	5	Engineer (Water Resources Engineer)